Changes to Transaction FBRA – Reset Cleared Items

Transaction FBRA – Reset Cleared Items

Accounts that are "Open Item Managed" must go through a clearing process to match up debits and credits, after which the items are considered "cleared" and a clearing document is posted.

Examples include:

- A vendor account – the vendor invoice has a credit to the vendor's account, and the payment document that is created when the warrant is issued has a debit to the vendor's account. The debit and credit are matched during the clearing process, the account is considered cleared of those two items and they are no longer listed as open items.

- The GRIR Clearing account – the account is credited when the Goods Receipt is posted, and is debited when the Invoice Receipt is posted. The debit and credit are matched during the clearing process, the account is considered cleared of those two items and they are no longer listed as open items.

If a document containing a cleared item needs to be reversed, the clearing must be reset and the item returned to "open" status before reversal can happen. There are two types of clearing documents: those with GL line items and those without. Users will see different popup boxes on transaction FBRA based on the nature of the document.

Changes to Transaction FBRA – Reset Cleared Items

Example 1 – A clearing document with GL line items

```
Document  Edit  Goto  Settings  Extras  Environment  System  Help

Document Overview

Choose    Save                    Tax data

Doc.type : ZR ( Bank reconciliation ) Normal document
Doc. number    20000268      Company code    ARK        Fiscal year    2003
Doc. date      09/03/2002    Posting date    09/03/2002 Period         03
Ref.doc.       TREASTREA102011
Doc.currency   USD
Doc.head.text  0000006500013
```

Itm	PK	Account	Acct short text	BA	Cost ctr	Fund	Funds ctr	Amount	Clrng doc.	Text
1	50	1100001000	Treasury	0610				27.50-		110019718 00000090 WARRA
2	40	1100001001	Treasury Outgoing	0610				27.50	20000268	110019718 00000090 WARRA

```
                                                          FB03    sapdev   OVR
```

This clearing document was produced by the Electronic Bank Reconciliation process. It clears a warrant from the Treasury Outgoing account to the Treasury Cleared Cash account. Since the debit and credit are from different accounts, this document has line items in the General Ledger.

To view the Special Purpose Ledger (SPL) document, go to Environment > Accounting documents

Clearing documents do not produce FM or CO postings. The only other document is the Special Purpose Ledger document, so the user is taken straight to it.

Go to transaction FBRA to reset the cleared items.

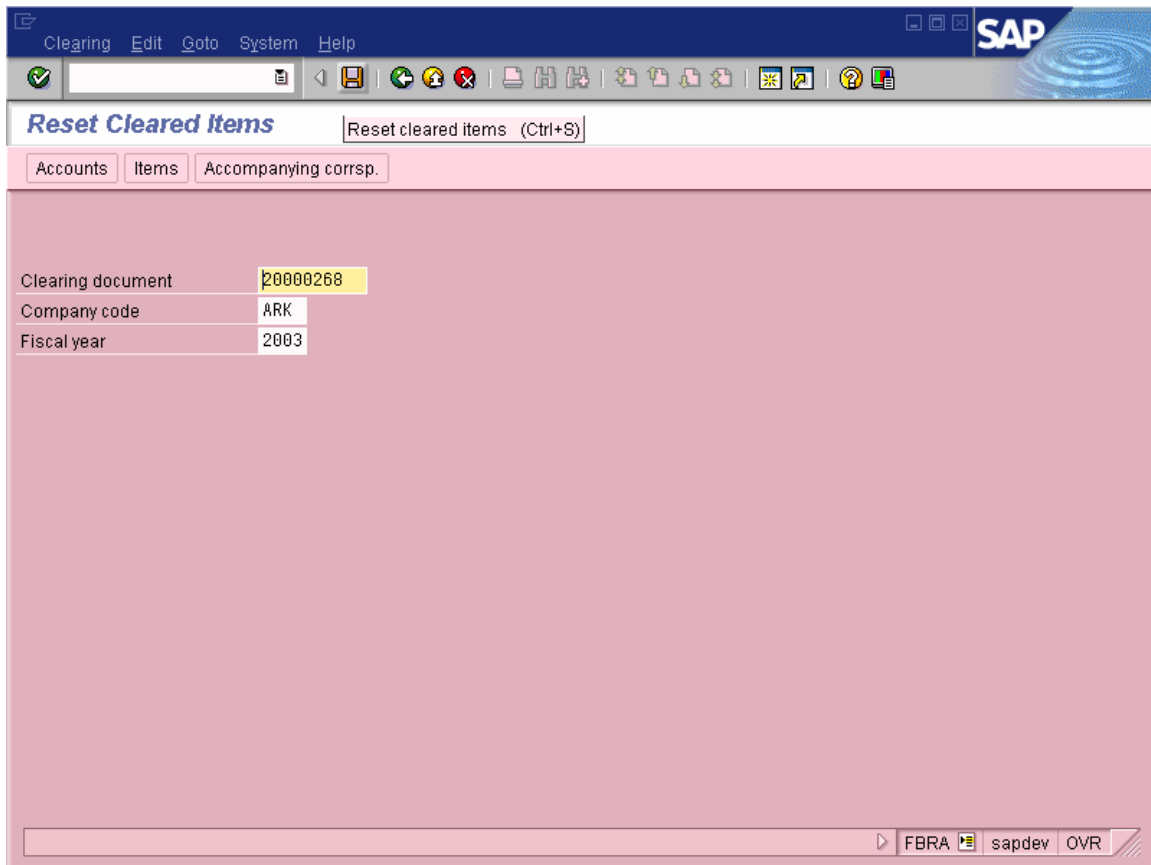# Changes to Transaction FBRA – Reset Cleared Items

The system will post a warning that the document is from a different fiscal year (if appropriate). Press "Enter" to continue through this warning.

Changes to Transaction FBRA – Reset Cleared Items

Click the Save/Post icon to reset the cleared items.

Changes to Transaction FBRA – Reset Cleared Items

The pop-up box "Reversal of clearing document" offers the user the choice of only resetting the cleared items, or resetting the cleared items and reversing the clearing document.

In this case, the user should select "Resetting and revers".

Changes to Transaction FBRA – Reset Cleared Items

Select the Reversal reason and posting date. The posting period will default from the posting date, unless it is a "Special" period.
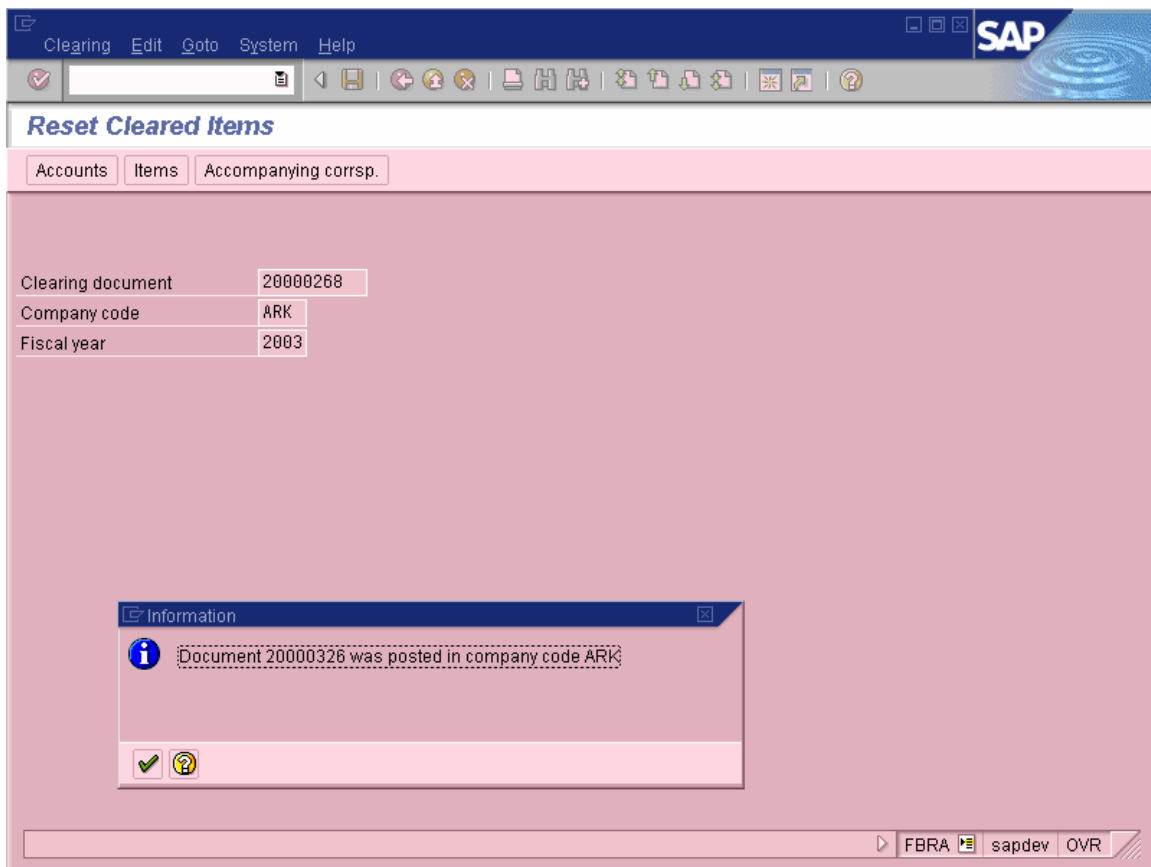
Click the green check to continue.

Changes to Transaction FBRA – Reset Cleared Items
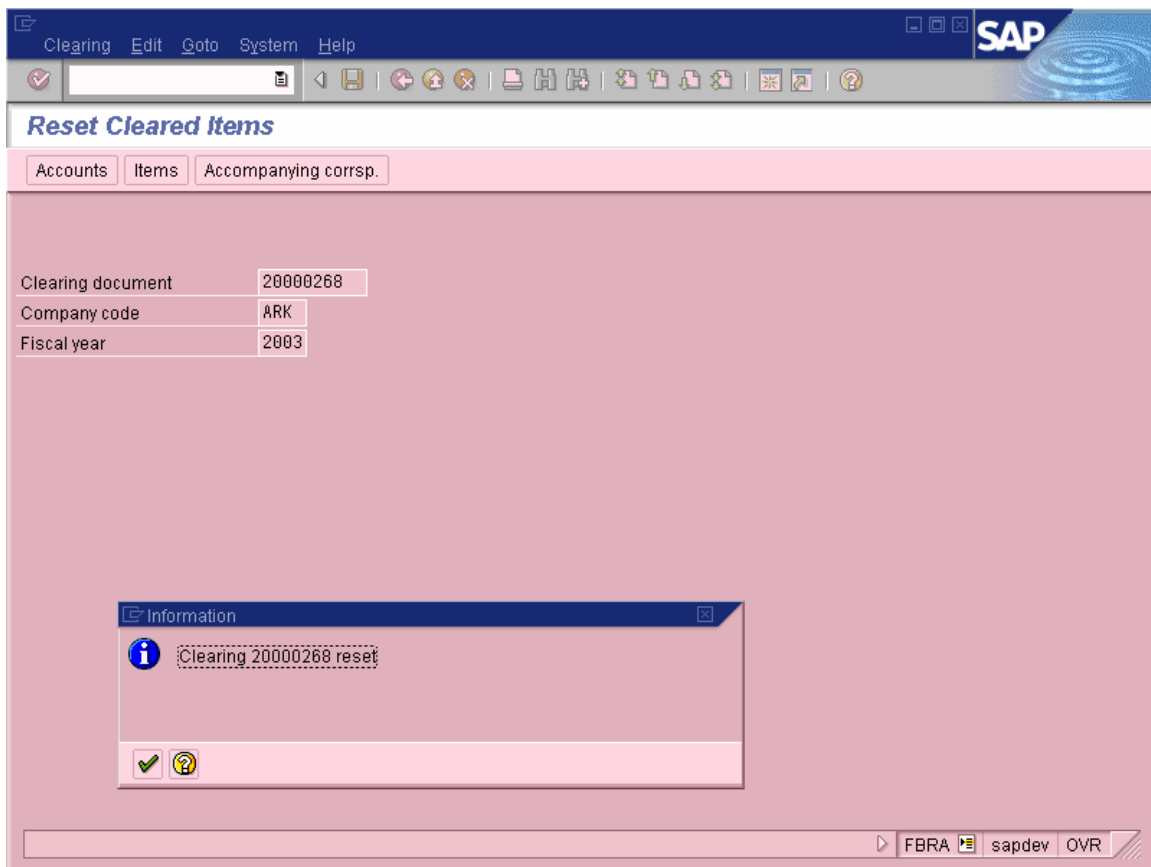
The next pop-up box says that the clearing document was reset...

Reset Cleared Items

Accounts | Items | Accompanying corrsp.

Clearing document	20000268
Company code	ARK
Fiscal year	2003

Information

ⓘ Document 20000326 was posted in company code ARK

FBRA   sapdev   OVR

...Followed by the document number of the reversal document.

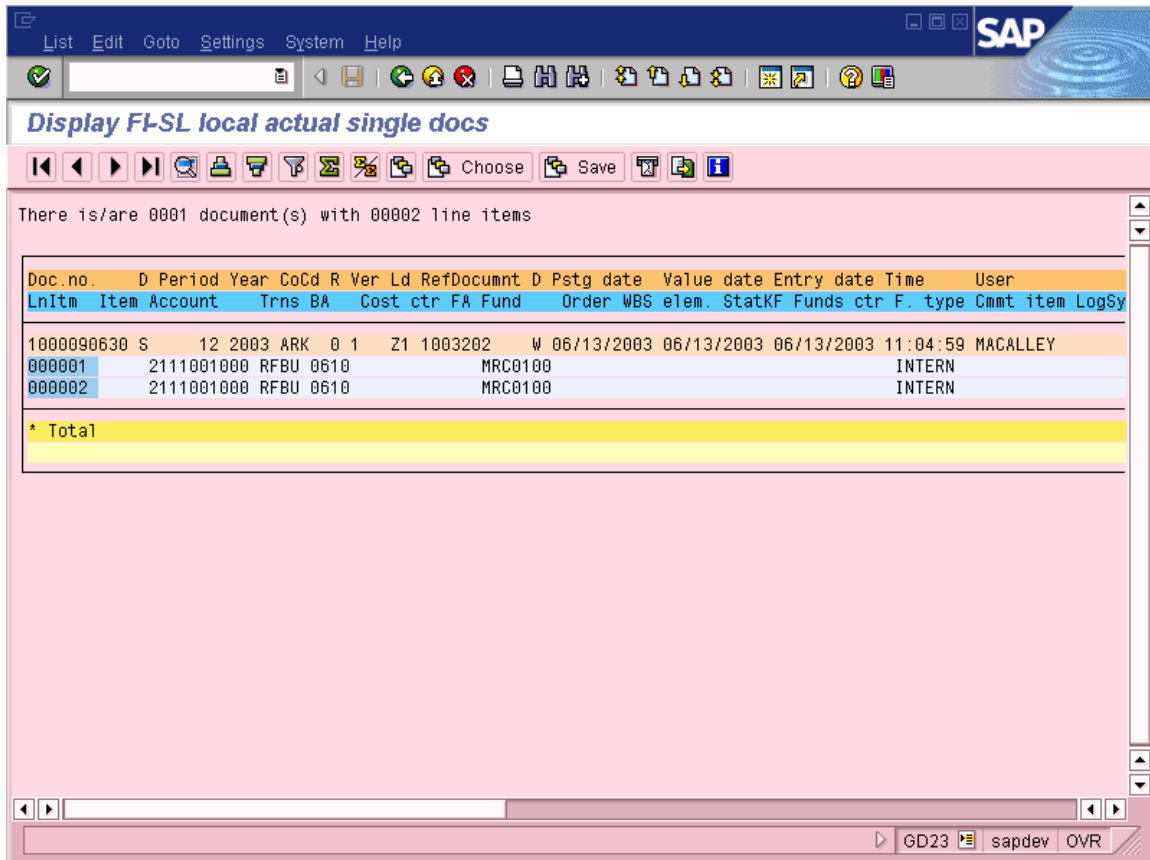Example 2 – A clearing document with no GL line items

This document clears debits and credits within a single GL account and was produced by the automatic clearing process. Because it clears a single account, there are no GL line items. There are line items in the Special Purpose Ledger because all transactions must post to a fund.
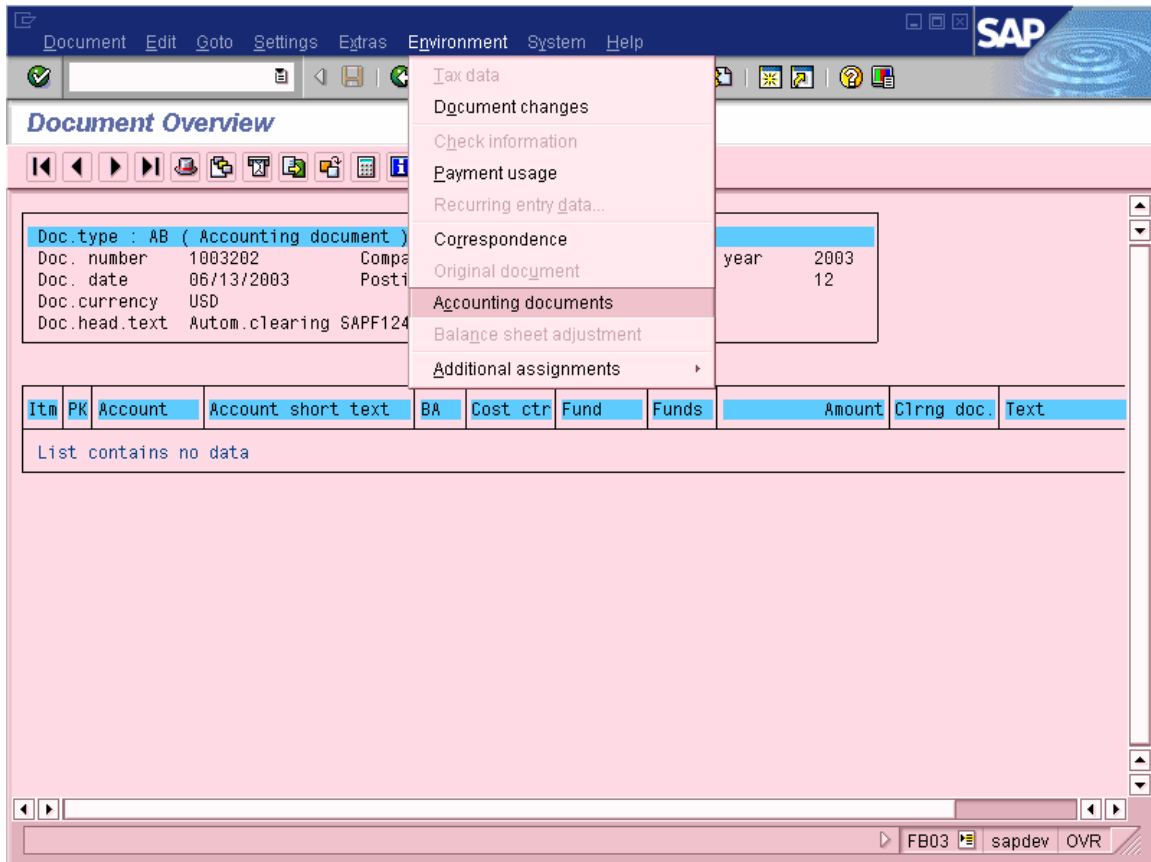
To display the Special Purpose Ledger postings, go to Environment > Accounting documents.

Changes to Transaction FBRA – Reset Cleared Items

Display FI-SL local actual single docs

```
There is/are 0001 document(s) with 00002 line items


Doc.no.    D Period Year CoCd R Ver Ld RefDocumnt D Pstg date  Value date Entry date Time      User
LnItm  Item Account     Trns BA    Cost ctr FA Fund    Order WBS elem. StatKF Funds ctr F. type Cmmt item LogSy

1000090630 S      12 2003 ARK   0 1   Z1 1003202   W 06/13/2003 06/13/2003 06/13/2003 11:04:59 MACALLEY
000001      2111001000 RFBU 0610            MRC0100                            INTERN
000002      2111001000 RFBU 0610            MRC0100                            INTERN

* Total
```

```
                                                  ▷ GD23  ▣ sapdev  OVR
```

Based on the General Ledger account in this SPL document, we can see that the account cleared was the GRIR Clearing Account. The debit and credit in this document represent two documents posted to the GRIR clearing account, one Goods Receipt and one Invoice Receipt.

If the user wants to reverse the GR and/or the IR, the cleared items must be reset and this clearing document reversed.

Go to transaction FBRA to reset the cleared items.

Changes to Transaction FBRA – Reset Cleared Items

The system will post a warning that the document is from a different fiscal year (if appropriate). Press "Enter" to continue through this warning.

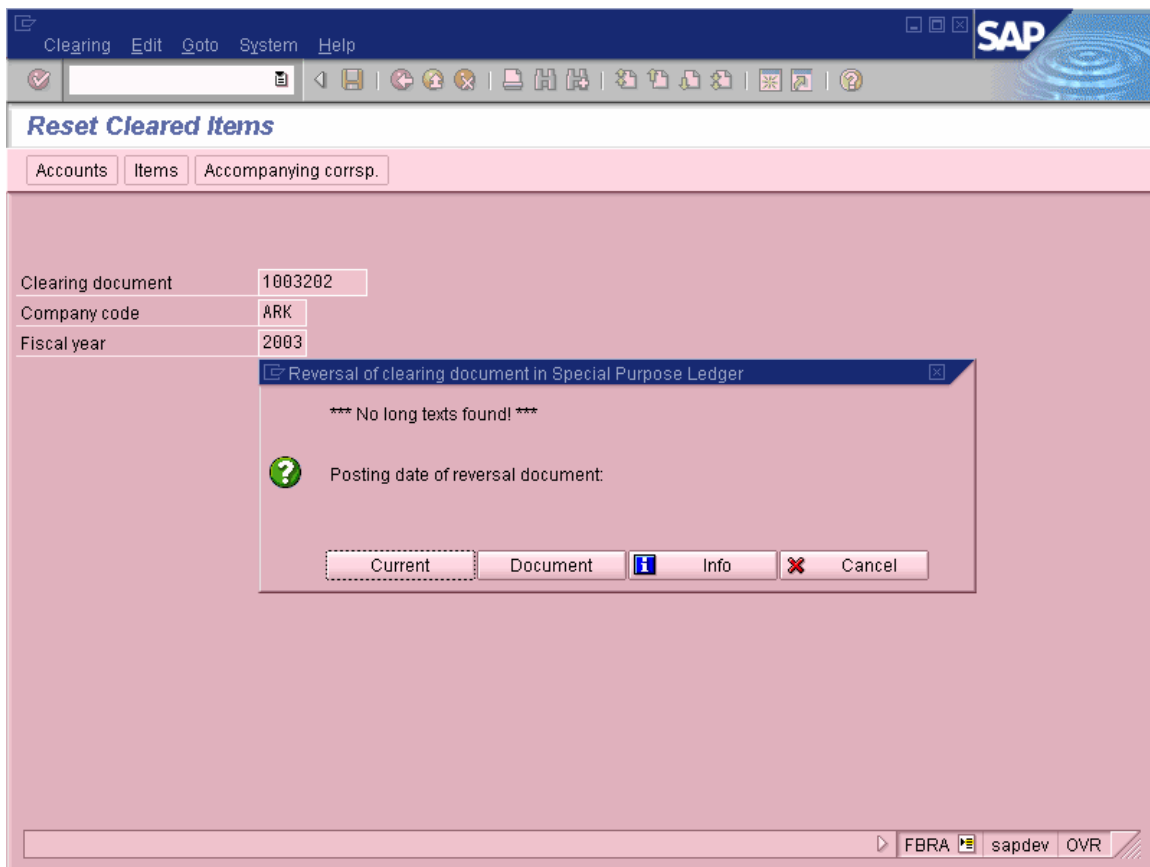# Changes to Transaction FBRA – Reset Cleared Items

Click the Save/Post icon to reset the cleared items.

Changes to Transaction FBRA – Reset Cleared Items

For documents that have no General Ledger line items, this box should pop up.

The Special Purpose Ledger document normally takes the posting date/fiscal year information from the General Ledger document line items. However, since there are no GL line items in this clearing document, the user must select the posting date of the SPL document.

- The "Current" button will post the SPL document with the current posting date/fiscal year.
- The "Document" button will post the SPL document with the same posting date/fiscal year as the clearing document, taking that information from the SPL lines.

For this example, we will click the "Current" button.

Changes to Transaction FBRA – Reset Cleared Items

The user only gets the message that the clearing document was reset. Since there are no GL line items, the system determines that there is no document to reverse.
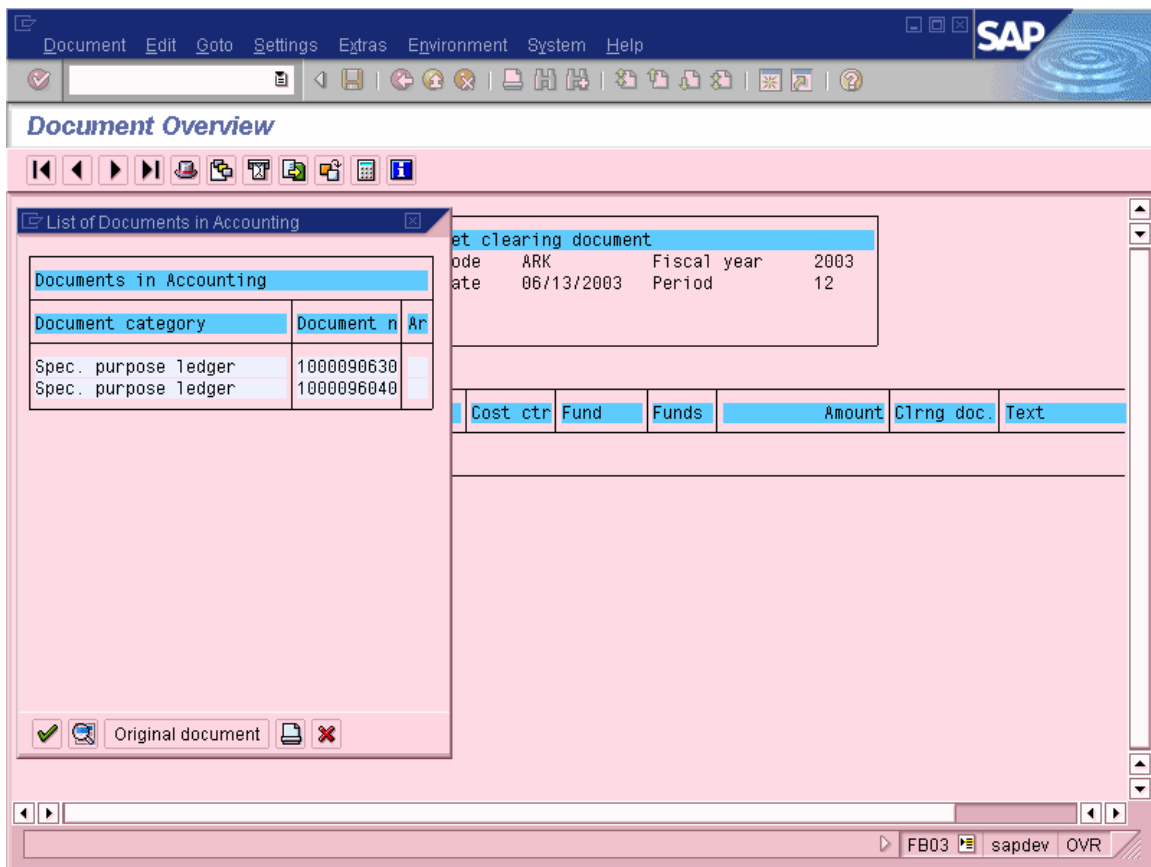
Go to transaction FB03 to view the results.
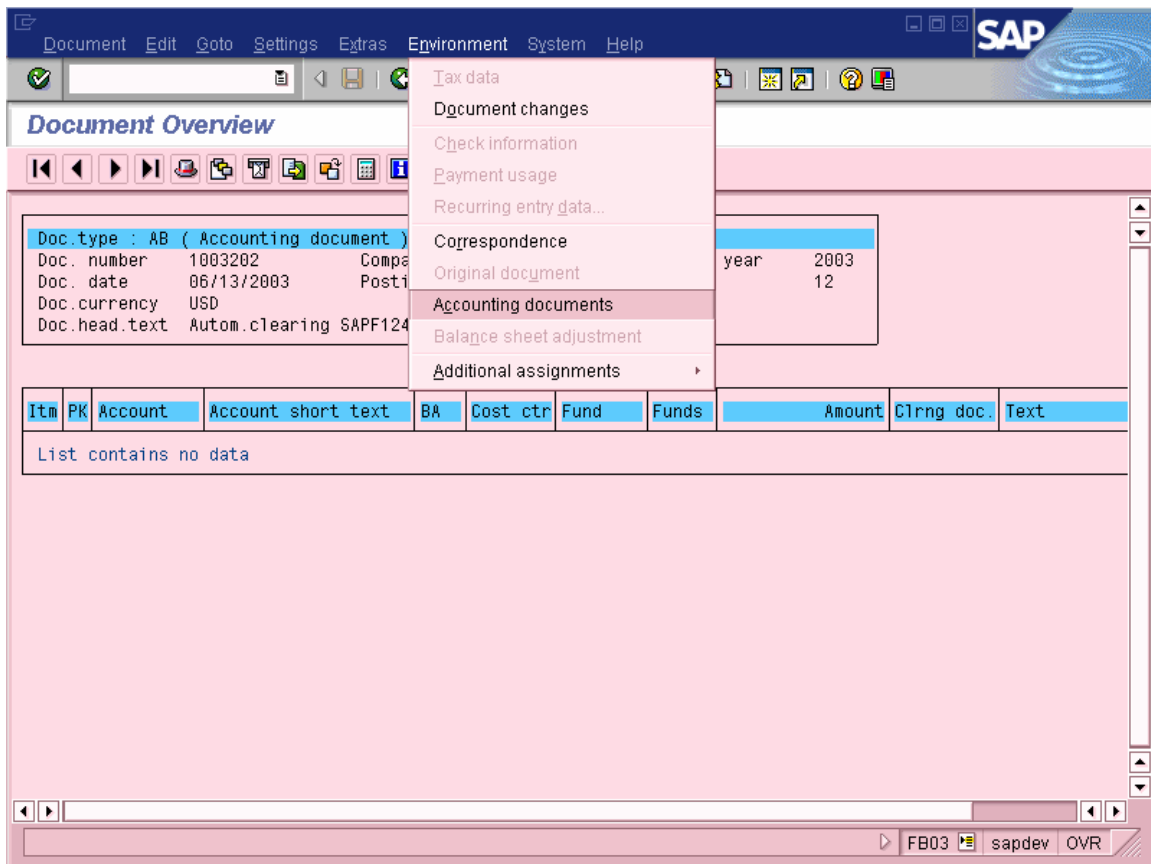
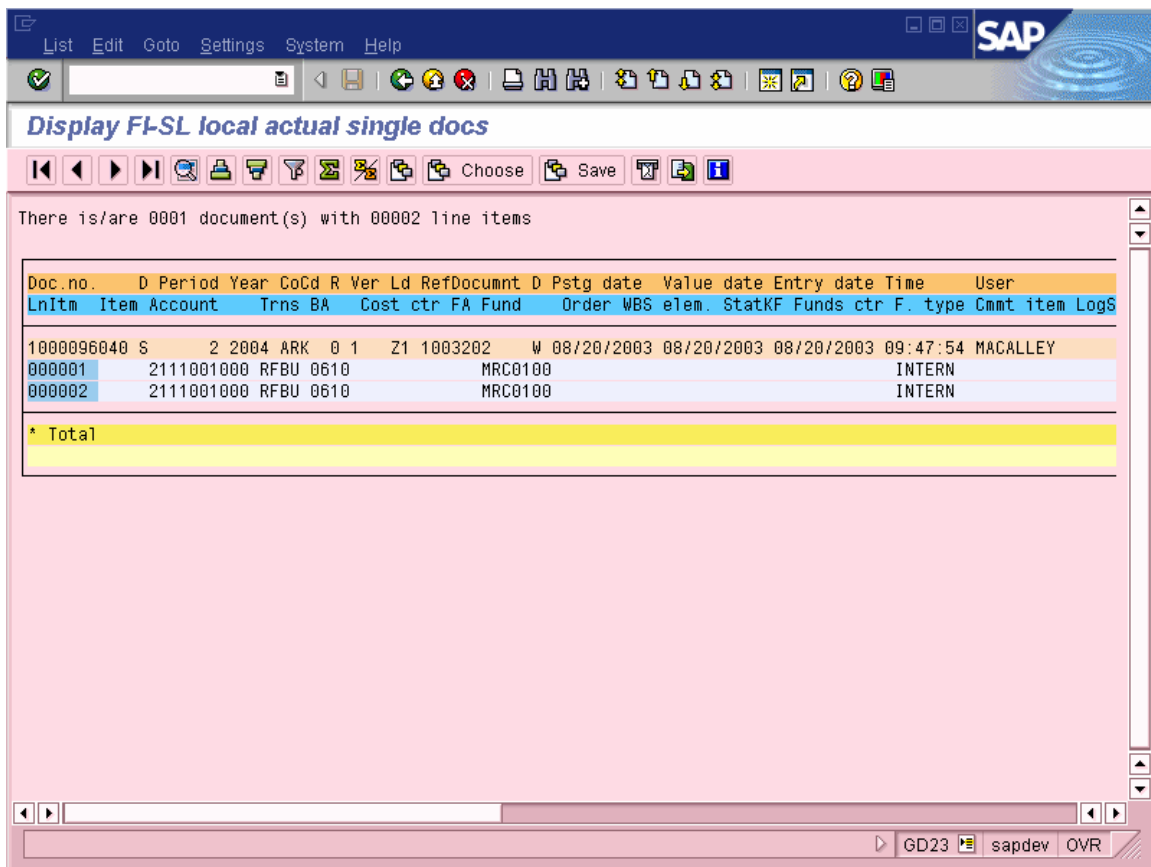Go back to the document, then to Environment > Accounting documents

Changes to Transaction FBRA – Reset Cleared Items

Now there are two SPL documents. The document with the greater number is the reset document posted with FBRA.

Click on the second document (number 1000096040).

Changes to Transaction FBRA – Reset Cleared Items

The reset document has the current posting date and fiscal year.